DOCUMENT RESUME

ED 458 881 IR 058 317

AUTHOR Gaskell, Carolyn, Comp.; Morrill, Allen S., Comp.
TITLE Travel, Sabbatical, and Study Leave Policies in College Libraries. CLIP Note.
INSTITUTION American Library Association, Chicago, IL. Association of College and Research Libraries.
REPORT NO CLIP-30
ISBN ISBN-0-8389-8164-X
PUB DATE 2001-00-00
NOTE 110p.; For CLIP Note #29, see ED 443 431. Prepared by the College Libraries Section of the Association of College and Research Libraries.
AVAILABLE FROM American Library Association, 155 N. Wacker Dr., Chicago, IL 60606 -1719 ($23). Tel: 800-545-2433, press 7 (Toll Free); Web site: http://www.ala.org/acrl/clips.html.
PUB TYPE Books (010) -- Reports - Research (143)
EDRS PRICE Document Not Available from EDRS.
DESCRIPTORS Academic Libraries; *College Libraries; Higher Education; Librarians; *Library Administration; *Library Personnel; *Library Policy; *Library Surveys; Policy Formation; Professional Personnel; *Sabbatical Leaves

ABSTRACT

The "College Library Information Packet (CLIP) Note" series is known for providing college and university libraries with reviews and current documentation on library practices and procedures of relevance to them. This "CLIP Note" provides information and sample policies on travel, sabbaticals, and study leaves of absence in small academic libraries. It is designed to assist library administrators in designing new or better travel policies of their own. The data and sample policies should provide information with which library administrations can sway academic administrators to specifically include librarians in sabbatical and study leave policies. A survey was distributed in May 2000 to 267 libraries that were then members of the "CLIP Note" survey pool, and 125 were returned for a 47% response rate. In the Introduction, an analysis of survey results is given, with discussion of the results organized by survey questions as follows: General Institutional Information (Questions 1-12); Rank, Tenure, and Continuing Education (Questions 13-15); Travel Policies, Compensatory Time, and Administrative Travel (Questions 16-22); Activities Covered by Travel Policies (Questions 23-24, 32); Distribution of Funds (Questions 25-29); Additional Funding for Participation (Questions 30-31); Sources and Frequency of Funding (Questions 33-34); After the Conference (Questions 35-38); and Sabbaticals, Study Leaves and Tuition Support (Questions 39-43). Survey results follow. Sample travel, sabbatical, and study leave policies that are representative of the broadest and most varied of policies provided by responding institutions are included in this document. (Contains 20 references.) (AEF)

Reproductions supplied by EDRS are the best that can be made
from the original document.